

December 3, 2002

Dear Transportation Service Provider:

The General Services Administration's (GSA's) Freight Program Management Office (FPMO) has posted to its website the new Request for Offers (RFO) and Special Filing Instructions (SFI) for the United States Mint facilities located in Denver, Co, Philadelphia, PA, San Francisco, CA, and West Point, NY. The RFO and SFI may be viewed and/or printed at <http://www.kc.gsa.gov/fsstt>. Once there, click on the "What's New" link and then click on the link to the U.S. Mint RFO posting.

**This RFO and its SFI are being issued as an administrative instrument and places no obligation for purchase of services on the United States Government. The RFO establishes a fixed set of terms and conditions that both parties agree will govern transportation services if the U.S. Mint places an order under this RFO.**

The open window for the submission of electronic rate offers is December 3, 2002 through January 6, 2003. If the U.S. Mint accepts these rates, the rates will be effective from March 1, 2003 through April 30, 2004. Carriers will be notified via email if the rates are accepted.

Please note the following significant items:

1. Only those Transportation Service Providers (TSP)'s who have met the established approval requirements per the Standard Tender of Service (STOS) No. 1-F dated December 4, 2001, Section 2 –Participation, may submit rate offers in accordance with this RFO and its SFI. Only those Tariff Publishing Agents and Rate Filing Service Providers who have a valid Trading Partner Agreement on file with the FPMO and have met all other approval requirements established by GSA may submit rate offers on behalf of approved TSP's. If a TSP is not currently approved in accordance with Section 2 – Participation, the TSP can go to; <http://www.kc.gsa.gov/fsstt/>, click on "Freight," click on "Standard Tender of Service (STOS)," and then click on "1-F Section 2, Participation" to obtain the appropriate approval requirements; and
2. If you are a current subscriber to the Inter-Agency Transportation Management System (ITMS) CD-Rom and intend to use its capabilities for the creation and submission of your rate offer for the identified traffic, you will need to contact the FPMO to request an updated version of ITMS as your current ITMS CD does not incorporate the changes/additions contained in this RFO and its SFI. To obtain an updated version of ITMS, please contact Carey DeForest via e-mail at [carey.deforest@gsa.gov](mailto:carey.deforest@gsa.gov) or by facsimile at 816-823-3656. If you do not intend to utilize the capabilities of ITMS to create and submit your rate offers, you

will not need to obtain a new version of ITMS as nothing else has been changed from your current version.

If you have any difficulty accessing the RFO and SFI, please contact Carey DeForest at (816)823-3646 or via e-mail at [carey.deforest@gsa.gov](mailto:carey.deforest@gsa.gov).

Sincerely,

Ed Hodges  
Director Property & Traffic  
Management Division